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**Transportation**

**SHIPPING AND RECEIVING EXPLOSIVES**

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This instruction implements AFD 24-2, *Preparation and Movement of Air Force Materiel*. It establishes policies and responsibilities governing the control, inspection, and handling of inbound/outbound surface/air shipments of 1.1, 1.2, 1.3, 1.4 class explosives. This instruction applies to 51 SFS, 51 TRNS and 51 MXS. Security will be IAW DoD 5100.76-M, *Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives* and AFI 31-209, *The Air Force Resource Protection Program*.

**1. Inbound Shipments via Surface:**

1.1. All incoming trucks with 1.1, 1.2, 1.3, and 1.4 class explosives are required to enter the Osan Air Base Doolittle Gate. Drivers will advise the gate guard that Munitions Control needs to be notified for an escort/inspector.

1.1.1. 51 SFS will ensure the gate guard notifies the Security Forces Control Center when an incoming truck with 1.1, 1.2, 1.3, and 1.4 class explosives arrives at the Doolittle Gate. The SFS gate guard will instruct the driver to pull over just inside the gate and wait for munitions and transportation personnel to arrive and inspect the vehicle.

1.1.2. The Security Forces Control Center in-turn will notify 51 MXS (Munitions Control 784-4344/4704) and 51 TRNS (Cargo Movements 784-5085/86). A munitions inspector and a representative from cargo movements will inspect the vehicle using DD Form 626EK (*Motor Vehicle Inspection*), at the Doolittle Gate before further routing on base. Once the vehicle has passed the initial inspection, a visual inspection of the external condition of the cargo may be accomplished in the munitions storage area. After the inspection, transportation personnel will release the shipment to munitions personnel.

**2. Outbound Shipments via Surface:**

2.1. 51 MXS (Munitions Shipping/Receiving section) will provide two copies of the DD Form 1348-1A (*Issue Release/Receipt Document*) to the shipment planning section of cargo movements.

2.1.1. Shipment planning will review the DD Form 1348-1A, retain one copy and provide munitions with one signed copy. The shipment will then be logged in the munitions shipment planning logbook.

2.1.2. Shipment planning will contact Munitions Shipping/Receiving section (784-2740/5857) NLT two duty days after documents are signed to coordinate on a date/time to inspect and label the cargo offered for movement. On the mutually agreed date, cargo movement personnel will report to the munitions storage to inspect cargo. Cargo will be inspected to verify proper markings (DODIC number, UN number, and proper shipping name) and to ensure cargo is packed properly for movement (live explosives on skids/pallets must be banded using carbonized banding wire).

2.1.3. Cargo movement personnel who inspected and labeled cargo will give documentation to outbound freight upon return from munitions storage area. Outbound freight will prepare Transportation Control Movement Document (TCMD) and forward it to the Water Port Authority (WPLO) for booking.

2.1.4. The WPLO will contact Cargo Movements to transport munitions to the port once they have a vessel to transport cargo. Cargo Movements will coordinate with 25th TRANS to set up vehicles to transport munitions to Chin Hae Waterport. Cargo Movements will also provide the Munitions Shipping/Receiving section personnel with the date the munitions will be moved.

2.1.5. Co-located bases (e.g. Suwon, Chong Ju, Kwang Ju, Tea Gu, and Kim Hae Air Base) shipping munitions in-country need to call the local Movement Control Team, 25 TRANS, to obtain truck license number, driver's name, ID card number and address. This information is required to prepare the memorandum for entry clearance request and must be called in at least 72 hours in advance to 607 ASG/CC at ext. 784-2202.

2.1.6. Vehicle inspections must be performed using DD Form 626EK and DD Form 836 Special Instruction for Motor Vehicle Drivers, prior to the loading of munitions. A DD Form 1907 Signature and Tally Record is required to accomplish the truck manifest.

2.1.7. Application of explosive signs (placards) will be as directed by AFMAN 91-201, Chapter 2, Section E and applicable Korean laws.

### 3. Shipments Moved Via Air/AMC:

3.1. The Munitions Shipping/Receiving section will provide two copies of the DD Form 1348-1A, and four copies of the Shippers Declaration for Dangerous Goods note, for each shipment (one copy will also be required for each individual piece on a multi-piece shipment) offered for movement to Shipment Planning.

3.1.1. Shipment Planning will review each DD Form 1348-1A and shippers declaration for accuracy. If accurate, Shipment Planning will retain one copy and provide munitions with one signed copy of the DD Form 1348-1A. The shipment will then be annotated in the munitions shipment logbook.

3.1.2. If the DD Form 1348-1 or the Shippers Declaration for Dangerous Goods has an error, Shipment Planning will annotate the shipment(s) as **Frustrated** in the munitions shipment planning log book. Shipment Planning will contact Munitions Shipping/Receiving section to make the appropriate correction(s) prior to releasing the shipment(s) from **Frustrated** status.

3.1.3. Once the shipment(s) have been properly received, Shipment Planning will in-check them into the Cargo Movement Operations System (CMOS) and prepare all shipping labels. Shipment Planning will contact Munitions Shipping/Receiving section NLT two duty days after shipment(s) are in-checked into CMOS to coordinate on a date/time to inspect and label the cargo offered for movement. On an agreed date, cargo movement personnel will report to munitions storage to ensure cargo matches prepared shipping documentation and inspect for transportability. Shipment documentation will then be turned over to the Outbound Freight section, to coordinate movement via Air Mobility Command (AMC).

3.1.4. The Outbound Freight section will then manifest the shipment(s) and provide the Air Clearance Authority (ACA) with a diskette from CMOS to advance shipment(s) into the Defense Transportation System (DTS). Outbound Freight will request for air clearance with 631 AMSS/Special Handling, and provide them with the original, plus one copy of the Shippers Declaration for Dangerous Goods and one copy of DD Form 1387-2 (*Military Shipment Label*) (if classified). Outbound Freight will suspense documentation while awaiting air clearance. Based on related hazard(s) of the shipment(s), 631 AMSS/Special Handling will notify Outbound Freight with a determination on which shipments can be moved into their vault prior to air clearance. All other shipments must remain in the Munitions Storage until ready for transporting.

3.1.5. Upon notification of air clearance from 631 AMSS/Special Handling, Outbound Freight will relay movement information to Munitions Storage. Munitions Shipping/Receiving section is then responsible to provide transportation of the cargo to the appropriate location (631 AMSS/Special Handling or cargo hot pad), on the specified date/time. On the specified date/time, Outbound Freight will meet with Special Handling and Munitions Shipping/Receiving section to review the manifest and cargo (Special Handling will have final approval on Shippers Declarations certification.) If accurate, Special Handling will sign receipt for cargo on the manifest and sign the DD Form 1907 (*Signature Tally Record*) associated with movement. Special Handling has final approval on Shippers Declarations certification. Munitions personnel will not depart until all cargo is off-loaded. Outbound freight will accomplish any REPSHIP(s) associated with movement. The REPSHIP checklist, once completed, will be forwarded for review by the cargo terminal manager or his/her designated representative.

#### **4. Personnel Limits:**

4.1. Only explosive qualified personnel will handle explosives. Personnel unloading, loading or handling munitions items will be kept to an absolute minimum. Loading and unloading munitions will be accomplished after all other shipments have been loaded/unloaded.

#### **5. Safety Requirements:**

5.1. There will be no smoking within 50 feet of explosives. Authorized personal protective equipment will be worn at times while loading and unloading munitions. Items will include, but not limited to work gloves and safety toe shoes. Additional safety items will be determined based on mission

requirements. Smoking is not permitted during loading and unloading operations. Compatibility of munitions items will be in accordance with AFMAN 91-201, *Explosive Safety Standards*.

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Commander